

**TECHNICIAN VACANCY ANNOUNCEMENT #04-74A**  
**(ALSO ADVERTISED ACTIVE GUARD RESERVE (AGR) ANNOUNCEMENT #04-71A)**

HUMAN RESOURCE OFFICE  
MARYLAND NATIONAL GUARD  
FIFTH REGIMENT ARMORY  
BALTIMORE, MARYLAND 21201-2288  
1LT G. ROBERT BRAVO, (410) 576-6052  
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OPENING DATE: 27 February 2004  
CLOSING DATE: 30 March 2004

SALARY: \$23.32 to \$27.26  
(Steps 1-5) per hour

POSITION TITLE, SERIES, GRADE, PDCN:  
Aircrew Protection Element Supervisor  
WS-4801-09, 80357000  
Sequence #140551

ORGANIZATION AND LOCATION:  
175th Wing, Maryland Air National Guard  
Warfield Air National Guard Base  
2701 Eastern Boulevard  
Middle River, Maryland 21220-2899

Work Schedule: Tuesday thru Friday - 0630 to 1700 hours

**AREA OF CONSIDERATION (Who May Apply):** **NATIONWIDE** - This is a Maryland Air National Guard Excepted Service (Dual-Status) Technician position open to current Enlisted members of the Maryland Air National Guard and those eligible for membership.

**BRIEF OF DUTIES:** Plans work schedules and sequence of operations. Establishes deadlines and priorities based on established general schedules, methods, and policies. Explains work requirements, methods, and procedures. Reviews work in progress or on completion. Notes and investigates work related problems and independently implements corrective actions which can be taken without affecting work operations controlled by other supervisors. Coordinates work with other organizations. Recommends and participates in the selection of personnel to fill vacancies. Manages personnel (positive and disciplinary) actions, reports, appraisals, and counselings. Performs other duties as assigned.

**INSTRUCTIONS FOR APPLYING:** You may submit either a resume, Optional Form 612 (Optional Application for Federal Employment), Standard Form 171 (Application for Federal Employment), or other written format containing the information outlined in the attachment to this vacancy announcement. A separate resume or application is required for each vacancy announcement. The resume or application must arrive at the Human Resource Office (address above) no later than 5:00 p.m. on the closing date indicated. Type or print clearly in dark ink. Resumes or applications, which do not provide all the information, requested in the vacancy announcement or attachment may cause loss of consideration for this position. If necessary to attach additional pages, include your Name, Social Security Number, and the Vacancy Announcement Number on each page. Resumes or applications will not be returned. Copies of awards, performance appraisals, certificates of training, and position descriptions are not to be submitted, unless specifically requested. **APPLICANTS WHO ARE SUBSTITUTING EDUCATION FOR SPECIALIZED EXPERIENCE (TOTALLY OR PARTIALLY) MUST INCLUDE EITHER AN OFFICIAL COLLEGE TRANSCRIPT; OR STATEMENT FROM THE REGISTRAR, DEAN, OR OTHER APPROPRIATE OFFICIAL OF THE COLLEGE OR INSTITUTION.**

In addition to the resume or application, applicants are requested to submit OPM Form 1386, Background Survey Questionnaire 79-2 (which may be reproduced locally). OPM Form 1386 will not be used in the selection process for this position. The information provided will be used for statistical purposes only, and disclosure by the applicant is discretionary.

**MILITARY SERVICE (IF APPLICABLE):** In addition to the information requested in the Vacancy Announcement and the attachment, resumes or applications must include: (a) Branch (including National Guard); (b) Inclusive dates of military service (c) MOS/AFSC's or SSI's held or previously held; (d) Title and dates of military schools; (e) Military grades held, description of military duties performed (**only if related to the position for which you are applying**); and (f) **if National Guard, current unit of assignment.**

**EXCEPTED TECHNICIAN EMPLOYMENT POLICY:** Any technician position that requires Military Membership as a prerequisite for employment is in the Excepted Federal Service. Candidates will meet military assignment requirements prior to or with, the placement action. Technicians in the Excepted Service will wear the military uniform appropriate to their service and grade when performing as a technician. They will comply with the appearance standards contained in appropriate military regulations.

## TECHNICIAN VACANCY ANNOUNCEMENT #04-74A

**CREDITING EXPERIENCE:** National Guard military (part-time) service is considered as full-time experience when evaluated against the qualification requirements for a technician position. The applicant is credited with actual number of months the member has been in the National Guard provided such service is related to the position to be filled.

**SPECIAL CONDITIONS OF EMPLOYMENT:** (a) Individual(s) selected will be required to participate in the Direct Deposit/Electronic Funds Transfer (DD/EFT) which has been established as the standard method of payment within the Department of Defense for pay of personnel. (b) Selectee(s) may be required to satisfactorily complete a Physical Examination prior to being assigned to this position.

**SPECIAL INFORMATION:** Male applicants born after 31 December 1959 must be registered with Selective Service in compliance with the Defense Authorization Act of 1986, Section 1622.

**NOTE:** Relocation expenses will not be paid.

**EQUAL EMPLOYMENT OPPORTUNITY:** Qualified applicants receive consideration without regard to age, race, color, religion, sex, national origin, lawful political or other affiliations, marital status, membership or non-membership in an employee organization, or any handicap which does not interfere with accomplishment of position requirements.

**MILITARY COMPATIBILITY:** Prior to appointment to this position the selectee must be qualified for, or assigned to a compatible military position in one of the following DMOS/ DAFSC specialties: Enlisted: AFSC(s) 1T1XX.

**EVALUATION FACTORS:** Qualifications are determined by evaluating the job related information on the resume or application provided to this office. Applicants must include on separate sheets of paper (no more than one page per factor) a detailed written narrative which provides examples of work experience (including inclusive dates [month/year]), training, education, awards, hobbies, self-development, etc. as they relate to the Qualifications, Knowledge, Skills, and Abilities (KSA's) listed below.

### **QUALIFICATIONS:**

**General Experience:** This position serves as supervisor of the Aircrew Protection function under the Air Operations Division. Experience, education or training which demonstrates the applicant's knowledge of materials and equipment used in the line of work such as helmets, torso harness assemblies, parachutes, survival equipment, oxygen masks, night vision goggles, etc., ability to understand written instructions and to use reference materials and manuals.

**Specialized Experience:** Must possess 36 months of the following experience: Experience inspecting, maintaining, adjusting, modifying and performing minor repairs on Aviation Life Support Equipment such as helmets, communications equipment, survival clothing, anti-exposure assemblies, night vision goggles etc., experience which required the use of common tools and various test equipment such as multi-meters for assuring that equipment is functioning within specified tolerance; experience in receiving, issuing and sorting Aviation Life Support Equipment; and experience using skill and knowledge of instructional techniques to provide initial and continuation training on the use and care of Aviation Life Support Equipment.

**Substitution of Education for Specialized Experience:** Study successfully completed in a college, university, technical or vocational school may be substituted for experience at the rate of one (1) year of study (30 semester hours or 5 classroom hours of instruction per week) for six (6) months of experience. Courses must be directly related to the work of the position.

Applicants meeting the basic qualifications may be further rated and ranked on their experience related to the knowledge, skills and abilities (KSA's) stated below. These KSA's are essential for successful performance in the position. Each Applicant should fully explain on their resume or application or on a separate attachment how they meet each KSA list below:

**Knowledge, Skills, And Abilities (KSA's):** (a) Plans schedules and sequence of operations; (b) Knowledge of property accountability, storage and inventory procedures; (c) Knowledge of instructional techniques; (d) Ability to train others; (e) Able to participate in initial planning of current and future work schedules and development of budget recommendations;

#### **TECHNICIAN VACANCY ANNOUNCEMENT #04-74A**

(f) Skill in using common hand tools and various test equipment, such as multi-meters; (g) knowledge of property accountability, storage and inventory procedures; (h) Knowledge of instructional techniques, and, (i) Ability to train others.

**Physical Effort:** Work is usually completed while standing or sitting and may be for extended periods of time. Considerable amount of stooping, bending, or kneeling is necessary as well as working in cramped areas and on ladders and scaffolds. Frequently lifts and carries items weighing up to 40 pounds and occasionally lifts heavier items with assistance.

**Provisions of Tech Pers Reg 335-2 (Merit Placement Plan) dated 1 Dec 96 apply.**